



Public Service Commission, West Bengal
161A, S. P. Mukherjee Road, Kolkata-700026
Advertisement No. 14 /2022

Online applications are hereby invited from Indian Citizens and others declared eligible by Government of India for recruitment to the under mentioned post which is temporary but likely to be permanent.

N.B.: ABILITY TO READ, WRITE AND SPEAK IN BENGALI IS AN ESSENTIAL REQUIREMENT BUT SUCH KNOWLEDGE IS NOT MANDATORY FOR CANDIDATES WHOSE MOTHER TONGUE IS NEPALI, UNLESS SPECIFICALLY MENTIONED. SUCH ABILITY WILL BE TESTED AT THE TIME OF INTERVIEW.

NAME OF THE POST	LIBRARY ASSISTANT						
SERVICE/ CADRE	-						
DEPARTMENT	WEST BENGAL LEGISLATIVE ASSEMBLY SECRETARIAT						
DIRECTORATE	-						
PAY:	LEVEL-10 OF PAY MATRIX (Rs.32,100/- - Rs.82,900/-) AS PER WBS(ROPA)RULES,2019						
VACANCIES	5 (FIVE)						
RESERVATION	SC	ST	OBC-A (NON CREAMY LAYER)	OBC-B (NON CREAMY LAYER)	PD		MERITORIOUS SPORTSPERSONS
					UR	SC	
	02	-	-	01	-	-	-
	N.B.: RESERVATION OF VACANCIES ARE SHOWN AS REPORTED BY THE GOVT.						
QUALIFICATIONS Essential:	(a) A degree of a recognized University. (b) A degree in Library Science from a recognized University. (c) Knowledge of computer operation in Library Software.						
QUALIFICATIONS Desirable:	Working Experience for at least 3 (three) years in a Public or Institutional Library of repute.						
AGE:	Not more than 39 years on 01.01.2022						

FEE : Rs. 160/- (Rupees one hundred sixty) only

Candidates may in addition have to bear the following charges:

For online payment through debit/credit cards:	Convenience fee @ 1% of the examination fee subject to a minimum of Rs. 5/- (Rupees Five) only plus 18% G.S.T. on such convenience fee.
For online payment using net banking facility:	Convenience fee of Rs. 5/- (Rupees Five) only plus 18% G.S.T. on such convenience fee.
For offline payment through Bank Counter:	Service Charge of Rs. 20/- (Rupees Twenty) only.

S.C./S.T. candidates of West Bengal and Persons with disabilities (P.W.D.) having physical disability of 40% and above are not required to pay any fee. BC candidates of West Bengal are, however, required to pay usual fee as aforesaid. NO EXEMPTION OF FEE IS AVAILABLE TO S.C./S.T. CANDIDATES OF OTHER STATES. No claim for refund of the fee will be entertained nor will it be held in reserve for any other examination.

Online applications are to be submitted at <https://wbpsc.gov.in> according to the following schedule:

Commencement of online applications	: The 06.12.2022
Closing date for receipt of online application	: The 27.12.2022 (upto 3 pm)
Last date of payment of fees	: The 27.12.2022 (upto 3 pm)
Last date for payment of fees Offline in Branches of PNB	: The 28.12.2022
Last date for Generation of Payment Challans by Branches of PNB	: The 27.12.2022

IMPORTANT INSTRUCTIONS REGARDING “EDIT WINDOW”

1. The applicants would be allowed to edit some of the fields other than those used for enrolment.
2. The Edit Window may be accessed by the applicants by logging into their individual accounts at <https://wbpsc.gov.in>
3. All applicants are advised to verify the details provided in the online application very carefully and applicants who have not filled in the forms personally are particularly advised to obtain a printout of the form to identify the discrepancies, if any.
4. Applicants willing to change their address may first change the same in the Profile Section and then use the Edit option.
5. The Edit option can be availed only **once** during the aforesaid period.
6. No request for any change would be entertained after the above mentioned period.

INFORMATION

1. SUBMISSION OF MORE THAN ONE APPLICATION FOR THE POST BY THE SAME CANDIDATE IS STRICTLY FORBIDDEN AND SUCH APPLICATIONS ARE LIABLE TO CANCELLATION.
2. The qualifications prescribed in the advertisement are as per the notified recruitment rules issued by Government.
3. All the degrees/diplomas/certificates mentioned in the advertisement must have been obtained from Universities/Institutions, duly recognized by competent authority.
4. The prescribed qualifications are the bare minimum and mere possession of the same does not entitle applicants to be called for the interview. Where the number of applications received in response to the advertisement is large and it is not conveniently possible for the Commission to interview all the applicants, the Commission may restrict the number of candidates to be called for interview to a reasonable limit on the basis of either higher qualifications/ higher marks/grade obtained in the essential qualifications or experience in relevant field higher than the minimum prescribed in the advertisement or on the basis of a **Screening Test**.

Note I: Commission has fixed the following qualifying marks in Interview and candidates unable to secure such qualifying marks would not be considered for the post, irrespective of their academic qualification and/ or marks obtained in Screening Test.

Sl. No.	Category of vacancies	Qualifying Marks
1.	Unreserved	40%
2.	OBC	38%
3.	SC	35%

Note II: Marks obtained in Screening Test will not be considered for preparation of Merit List for recommendation. Marks obtained in the Screening Test will only be considered for selection of candidates for interview for the purpose of restricting the number of candidates to be called for interview to a reasonable limit.

Note III: After display of Model Answers (MCQ Type) in the PSC website, objections by the candidates need to be filed strictly within the specific time limit, beyond which no objections shall be entertained.

Provisions regarding PWD candidates:

In case of Screening Test, Candidates having Benchmark Disabilities with limitation in writing including that of speed may be allowed the help of Scribe, if required. For convenience, P.W.D. candidates are requested to bring their own Scribe (wherever applicable). The Scribe should possess educational qualification one step below the qualification of the candidate taking examination. The person with Benchmark Disabilities opting for own scribe should submit details of the own scribe as per Proforma supplied by the Commission at the time of examination. In case of category of persons with Benchmark disabilities, the provisions of scribe can be allowed on production of a certificate to the effect that the person concerned has physical limitation to write, and scribe is essential to write examination on his behalf, from the Chief Medical Officer/Medical Superintendent of a Government health care institution as per Proforma at APPENDIX-I (Available at the end of this advertisement). The facility of Scribe would be allowed to any person with Benchmark Disability as defined under section 2(r) of the RPwD Act, 2016 and has limitation in writing including that of speed. In case persons with Benchmark Disabilities in the category of Blindness, Locomotor Disability (both arms affected– BA) and cerebral palsy, the facility of scribe shall be given, if so desired by the person. Engagement of scribe shall not be accepted after submission of the application (i.e. after closing date for Edit Window).

Candidates with benchmark disabilities having limitation in writing including that of speed and producing valid Appendix-I, will be allowed compensatory time of 20 minutes per hour.

5. In cases where no Division/Class is awarded and only grading is done, exact percentage of marks and conversion formula adopted are to be mentioned with documentary evidence, if required.
6. Where experience of a number of years is prescribed as an item of qualification this would mean only experience/research experience gained in full time employment/research in the relevant field within the closing date of receipt of applications.

[Certificate(s) from the Head(s) of the Organization(s)/Department(s) or Competent Authority for the entire experience claimed, clearly mentioning the duration of employment (date, month and year) and field of experience indicating basic pay and consolidated pay must be obtained. The certificate(s) should also mention the nature of duties performed/experience obtained in the post(s) with duration(s)].

7. Besides pay, the posts carry allowances as admissible.
8. The benefit of upper age concession up to 5 years are admissible only to S.C. and S.T. candidates of West Bengal and up to 3 years to O.B.C. (category 'A' & 'B') (non creamy layer) candidates of West Bengal. S.C., S.T. and O.B.C. candidates of other States may apply for the unreserved vacancy as general candidates. Such benefit is also available up to the age of 45 years for Persons with Benchmark disabilities.

(a) A candidate claiming to be S.C., S.T., O.B.C. (non creamy layer) or persons with disabilities (40% and above) must have a certificate in support of his/her claim from a competent authority of West Bengal as specified below:

For S.C., S.T. and O.B.C. (non creamy layer) candidates:

- (i) In the district, the Sub-Divisional Officer of the Sub-Division concerned, and
- (ii) In Kolkata, the District Magistrate, South 24-Parganas or such Additional District Magistrate, South 24-Parganas, as may be authorized by the District Magistrate, South 24-Parganas, on behalf and the District Welfare Officer, Kolkata and Ex-officio Joint Director, Backward Classes Welfare.

[vide the W.B.S.Cs. & S.T.s. (Identification) Act, 1994 and S.C. & S.T. Welfare Deptt. Order No. 261-TW/EC/MR-103/94 dated 6.4.95 read with B.C.W. Deptt. Order no. 6320-BCW/MR-84/10 dated 24.9.2010 and No. BCW/MR-61/2012 (Pt.) dated 12.7.2013.]

For Persons with Disabilities:

Medical Board constituted at Government Medical College Hospitals in Kolkata, District Hospitals and Sub-Divisional Hospitals.[vide West Bengal Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Rules, 1999]

(b)The Public Service Commission may require such further proof of particulars from the candidates as it may consider necessary and may make enquiries about their character and other particulars regarding suitability and eligibility.

(c) S.C., S.T., O.B.C. (NON CREAMY LAYER) OR PERSON WITH DISABILITY CERTIFICATE MUST BE OBTAINED WITHIN THE CLOSING DATE OF RECEIPT OF APPLICATIONS AND NO CLAIM IN THIS REGARD WILL BE ENTERTAINED AFTERWARDS.

(d) O.B.C. (Non Creamy Layer) candidates must submit their renewed / revalidated O.B.C. (Non Creamy Layer) certificate prior to interview and at the time of appointment.

9. Candidates must fulfil the essential qualifications by the closing date.
10. All requisite certificates regarding educational qualifications, proof of age, other relevant experience certificates and other requisite documents must be furnished as and when required by the Commission.
11. If at any stage even after issue of a letter of recommendation for appointment a candidate is found ineligible in terms of the advertisement his/her candidature will be cancelled without further reference to him/her.
12. CANVASSING IN ANY FORM WILL DISQUALIFY THE CANDIDATURE.
13. ALL INFORMATION REGARDING RECRUITMENT TO THE POST WILL BE AVAILABLE, FROM TIME TO TIME, IN THE COMMISSION'S WEBSITE AT <https://www.wbpsc.gov.in>
14. Date of Examination/Interview will be notified latter in the Commission's website at <https://wbpsc.gov.in>

<p>N.B.: Mobile Phones, Bluetooth, Smart Watch or any other communication device are not allowed inside the premises where the examination is being conducted. Any infringement of this instruction shall entail disciplinary action including ban from the examination related to this Advertisement as well as from future examination.</p>

Place: Kolkata

Date: 03.12.2022

Certificate regarding physical limitation in an examinee to write

This is to certify that, I have examined Mr. /Ms. / Mrs. _____(name of the candidate with disability), a person with _____(nature and percentage of disability as mentioned in the certificate of disability),S/o /D/o _____, a resident of _____(Village/District/State) and to state that he/she has physical limitation which hampers his/her writing capabilities owing to his/her disability.

Signature

Chief Medical Officer/Medical Superintendent of a Government health care institution

Name & Designation

Name of Government Hospital/Health Care Centre with Seal

Place:

Date:

Note:

Certificate should be given by a specialist of the relevant stream/disability

(e.g. Visual impairment – Ophthalmologist, Locomotor Disability – Orthopaedic specialist/PMR).